

# PITSTONE PARISH COUNCIL

**NOTICE IS HEREBY GIVEN OF A MEETING** of the Parish Council  
to be held in the **Millennium Room** of the Memorial Hall on Thursday 20 October 2016 at **7.30pm**

Laurie Eagling, Clerk to the Council  
9 Warwick Road, Pitstone, LU7 9FE  
Tel: 01296 660791

Signed \_\_\_\_\_  
Date : 14 October 2016

## A G E N D A

1. **ATTENDANCE AND APOLOGIES**
2. **VACANCY** – note vacancy arisen in the office of parish councillor and related procedures
3. **NEIGHBOURHOOD ACTION GROUP** – residents quarterly opportunity to raise their questions or concerns with the parish council
4. **RECEIVE QUESTIONS FROM MEMBERS OF THE PUBLIC/PRESS** – residents monthly opportunity to raise their questions or concerns with the parish council
5. **DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS** from councillors on matters to be considered at the meeting
6. **MINUTES** - To resolve that the minutes of the parish council meeting held on 29/9/16 be signed as a correct record
7. **CLERK'S REPORT** – receive any update to the matters arising, for information only
8. **CORRESPONDENCE** - Consider correspondence received & receive notification of any additional items

### Committee Reports:

9. **SPORTS & LEISURE COMMITTEE:** No report due as no meeting this month.
10. **PLANNING COMMITTEE – CLLR CRUTCHFIELD, CHAIR OF COMMITTEE**
  - 10.1 Note minutes of Planning Committee meeting held on 17/10/16
  - 10.2 Determine response to AVDC re housing within next version of VALP
  - 10.3 Consider/approve street naming for Rushendon Furlong development.
11. **RECREATION GROUND CHARITY COMMITTEE – CLLR MATTEY, CHAIR OF COMMITTEE**  
No report due as no meeting this month.
12. **PITSTONE PARISH CHARITY COMMITTEE – CLLR NICHOLLS, CHAIR OF COMMITTEE**  
No report due as no meeting this month.
13. **STAFFING COMMITTEE – CLLR BLUNT, CHAIR OF COMMITTEE**
  - 13.1 Determine staff/volunteer Christmas event details

### Working Group Matters:

14. **PITSTONE DEVELOPMENT AREA:** Consider and approve the revised Joint Landowners Agreement
15. **HOUSING:** No progress this month
16. **TRAFFIC / HIGHWAYS / PATHS**
  - 16.1 Ben Hamilton-Baillie Project: next feedback from TfB not due til end October
  - 16.2 Path between Marsworth and Pitstone: AVDC committee approved NHB recommendations. Note updates and estimated timescales following meeting on 4/10/16
  - 16.3 Cycle path along Northfield Road: next feedback from HCC not due til November
  - 16.4 Freight Strategy/Weight Restrictions: note update from Andrew MacDougall
17. **PITSTONE YOUTH CAFÉ:** no matters for consideration this month
18. **ALLOTMENTS**
  - 18.1 Note water now turned off for the winter season
  - 18.2 1 plot changed tenant. No vacant plots.
  - 18.3 Maintenance: fence post(s) rotted and required replacement. Note/approve cost.

#### Other Issues:

19. **BCC EDUCATION:**
  - 19.1 Note update on primary capacity & funding. Meeting with BCC being arranged.
  - 19.2 School bus service – County Councillor A Davies continuing to press for response
20. **BCC LAND AT THE CRESCENT:** Consider information from Carter Jonas
21. **BCC DEVOLVED SERVICES:** Consider funding information
22. **COACH PARKING IN LAYBY:** Consider any action required
23. **LOCAL COUNCILS UPDATE:** Consider/approve renewal of annual membership
24. **HEDGE CUTTING REQUIREMENTS:** consider/approve hedge cutting for this winter
25. **DETERMINE MEETING DATES FOR 2017:** consider/approve 2017 calendar
26. **HERTS TRANSPORT VISION 2050:** consider if wish to respond to consultation

#### Financial Issues:

27. **VAT:**
  - 27.1 Note quarterly VAT return submitted.
  - 27.2 Note VAT scheme changed to standard accounting.
28. **QUARTERLY GRANT CONSIDERATIONS:** no applications received
29. **ROYAL BRITISH LEGION:** consider/approve annual donation
30. **FINANCIAL POSITION AND PAYMENTS:** To approve payments in accordance with the budget and consider the receipts/reconciliation/debtor/creditor/budget monitor information for the month.
31. **INTERNAL CONTROLS:** Conduct all necessary internal controls
32. **BUDGET FOR 2017/18:**
  - 32.1 Consider first draft of the budget
  - 32.2 Conduct annual review of salary budgets

#### Other Reports:

33. Receive feedback from BCC 'Future of Local Councils' meeting on 4/10/16 – Cllrs Crutchfield, Nicholls, Blunt, Weber and Starling
34. Note change to hire fees at Pitstone Memorial Hall
35. Note other reports, reminders, forthcoming events and agenda items for 24/11/16

**THE PUBLIC AND PRESS ARE WELCOME TO ATTEND OUR MEETINGS**